

**Law, Legislative Services & Security Report to  
Nominations Committee  
2024 October 10**

**ISC: UNRESTRICTED  
N2024-0997**

**Public Member Appointments to the Council Advisory Committee on Housing, and the Saddledome Foundation**

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**PURPOSE**

This Report presents applications from candidates interested in serving as Public Members on the Council Advisory Committee on Housing, and on the Saddledome Foundation. The Nominations Committee is asked to shortlist candidates and recommending candidates to Council, for its consideration at the 2024 October 22 Organizational Meeting of Council.

**PREVIOUS COUNCIL DIRECTION**

In accordance with Procedure Bylaw 35M2017 and the Council Policy on the *Governance and Appointments of Boards, Commissions and Committees*, CP2016-03 (“the Policy”), the Nominations Committee is responsible for recommending Board, Commission and Committee (“BCC”) Public Member appointments and nominations to Council.

**RECOMMENDATIONS:**

**Review by: Do not release Attachments 1a-2d**

That the Nominations Committee short list Public Member candidates to serve on the Council Advisory Committee on Housing, and on the Saddledome Foundation, and further, recommend that Council:

1. Appoint Public Members to the Council Advisory Committee on Housing for terms set out in Confidential Attachment 1a;
2. Direct that Public Member appointments to the Council Advisory Committee on Housing be released publicly following applicant notification by the City Clerk's Office, no later than end of day Friday, 2024 October 25;
3. Direct Administration to forward the name of the nominated Public Member to the Saddledome Foundation for appointment to the Board of Directors for a three-year term expiring at the 2027 Organizational Meeting of Council;
4. Direct that the Public Member nomination to the Saddledome Foundation be released publicly following their appointment by the Saddledome Foundation; and
5. Direct that the Closed Meeting discussions and Confidential Attachments 1a – 2d remain confidential pursuant to Sections 17 (Disclosure harmful to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

**CHIEF ADMINISTRATIVE OFFICER/GENERAL MANAGER COMMENTS**

The City Solicitor and General Counsel concurs with this Report.

**HIGHLIGHTS**

- Council appoints and nominates Public Members to BCCs to provide skills, perspectives and expertise that contribute to good governance and strengthen relationships with Calgarians.
- The Nominations Committee plays an important role in recommending candidates to Council for appointment or nomination to BCCs at Council's annual Organizational Meeting.

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- The Council Advisory Committee on Housing is a newly-established BCC and does not have a Chair to perform the screening and shortlisting process.
- The City of Calgary, as a Corporate member of the Saddledome Foundation, nominates three members to the Saddledome Foundation Board of Directors for three-year terms.

**DISCUSSION**

The Nominations Committee may sit in smaller panels to interview candidates and make recommendations to Council.

**Council Advisory Committee on Housing**

There are up to 15 positions to fill on the Council Advisory Committee on Housing. Members' terms are two-years, but Council may appoint some members for one-year terms in order to stagger term expiries.

The Nominations Committee is asked to review the applications (Confidential Attachment 1c) and recommend Public Member appointments to Council.

**Saddledome Foundation**

There is one Public Member vacancy on the Saddledome Foundation due to the expiry of a current Public Member's term. Members of the Saddledome Foundation must appoint Council's nominee to the Board of Directors for a three-year term.

The Nominations Committee is asked to review the applications (Confidential Attachment 2c) and recommend a Public Member for Council to nominate for appointment.

**EXTERNAL ENGAGEMENT AND COMMUNICATION**

- |   |  |
|---|--|
| <input type="checkbox"/> Public engagement was undertaken                   | <input type="checkbox"/> Dialogue with interested parties was undertaken     |
| <input checked="" type="checkbox"/> Public/interested parties were informed | <input type="checkbox"/> Public communication or engagement was not required |

A recruitment campaign was conducted between 2024 August 12 and September 9, the details of which will be provided to Council on 2024 October 22.

Engagement included collaboration with Communications and BCC Administrative Liaisons.

**IMPLICATIONS**

**Social**

Not Applicable

**Environmental**

Not Applicable

**Economic**

Not Applicable

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**Service and Financial Implications**

No anticipated financial impact

**RISK**

No anticipated risks.

**ATTACHMENTS**

1. CONFIDENTIAL – Council Advisory Committee on Housing (1a Nominations Committee’s Recommendations; 1b Skills Matrix; 1c Applications)
2. CONFIDENTIAL – Saddledome Foundation (2a Nominations Committee’s Recommendations; 2b Skills Matrix; 2c Saddledome Foundation Letter of Support; 2d Applications)
3. Background and Previous Council Direction
4. Presentation

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
Jill Floen, City Solicitor and General Counsel	Law, Legislative Services and Security	Approve
Katarzyna Martin, Director/City Clerk	Law, Legislative Services and Security	Approve

Author: Chantal Coulombe, City Clerk’s Office